



ECF Flier

June 2000

Expedited Matters

Since documents filed in ECF are being processed the following business day, parties must call the courtroom deputy AND case administrator to advise that a Motion for Expedited Hearing is being filed.

Adversary proceedings

Please remember the following when filing an adversary proceeding in ECF:

- 1) Adversary proceeding must be opened as a separate case (under Adversary link), not docketed to existing Bankruptcy case
- 2) After the Court issues a summons, the attorney must docket the Certificate of Service to the adversary proceeding, instead of the underlying Bankruptcy case (entry is found under the Bankruptcy link).

Note: Because of the way ECF is configured, some adversary proceeding docket events can be found under the Bankruptcy link. Please see the "Attorney Glossary" for a listing of all events in ECF.

Trial Exhibits

Per Standing Order No. 99-1 and it's accompanying Administrative Procedures, at subparagraph III. A. 2., Trial Exhibits are to be filed conventionally. Please do not submit such exhibits electronically through ECF.

Event Code Additions

Creditor Matrix Uploaded/Disk Received

This event code originally was two separate events, which now have been combined into one. This event should be used when an attorney is satisfying a notice of deficiency for failure to submit/upload a creditor matrix. Once the matrix has been submitted, this event should be docketed to the case to cure such deficiency.

Amendment Cover Sheet

This event code can be docketed along with any amendment filed in a case, or separately as the need arises.

Alexandria Training

All ECF training in Alexandria now is being conducted in the training room at the Clerk's Office. To reserve a seat at the next training session, please call:

Kathy Dragg (703) 258-1211
Evelyn Flowers (703) 258-1225

The next scheduled dates are: (all training begins at 9:30 a.m.)

June 27, 2000 June 29, 2000
July 13, 2000 July 20, 2000

No Middle Name

When opening a case in ECF, if the debtor(s) does not have a middle name, please leave this field blank. **Please do not enter "(NMN)" into the field**, as this prohibits editing and causes internal errors.

Attorney Training: May 2000

Alexandria - 4

Franklin Bredimus
Thomas Dunlap
Ronald Cox
Mark Loria

Richmond - 9

David Ruby
David Smith
Brad Butterworth
John H. Maddock
Dion W. Hayes
H. Slayton Dabney, Jr.
Robert A. Canfield
John C. Moore
Hartley E. Roush

Newport News - 1

Andrea Amy-Pressey

Total Number of Attorneys Trained - 320



Attorneys that went LIVE - May 2000

Norfolk/Newport News

Kim Van Horn
Jackie Lynn Hill
Michael J. Piluso
Edward J. Pontifex
David Mettler
Starr Ilneyoder
John McIntyre
T. George Underwood, Jr.
John M. Ryan
Robert V. Roussos

Richmond

Tyler P. Brown
Sharon P. Lamb
Robert S. Westermann

May 2000 ECF Statistics

Bankruptcy Adversary

Alexandria	127	4
Norfolk	188	4
Richmond	103	3
Newport News	312	5

District Total 730 16

Total ECF Cases filed in 2000 3297

Total ECF Cases filed in 1999 3539

Total ECF Cases filed in 1998 421

ECF Information and Helpful Numbers:

ECF Help Desk: 1-888-271-8610

Questions? E-Mail us at the following
address:

andrea_redmon@vaeb.uscourts.gov

Contacts for Attorney Training:

Alexandria -

Evelyn Flowers (703) 258-1225

Richmond -

Debbie Lowe (804) 916-2445

Norfolk -

Pat Woodhouse (757) 222-7575

Newport News -

Caroline Bradley (757) 222-7574